कार्यालय, रक्षा लेखा महानियंत्रक, प्रशिक्षण एवं विकास केंद्र,
बरार स्क्वायर, दिल्ली छावनी-**110010**
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NO. AN/SAS/16200/SAS-I/CBT/2023/PROG   Dated: 17.04.2023

To

All PCsDA, including Principal IFAs
All Controllers of Defence Accounts, including IFAs/RTCs
The Principal Controller of Accounts (Fys), Kolkata

Sub: SAS Part-I Examination on Computer Based Test (CBT) 2023: Notification regarding registration of candidates.

Ref: AN/SAS/16200/Restructuring/2019/Vol-V, dated 28.12.2022

It has been decided by the Competent Authority to call for registration of the intending candidates for appearing in the SAS Part-I Examination to be conducted in May 2023 on Computer Based Test (CBT). The schedule of the examination will be notified shortly.

2.   Registration for the examination shall be done online on the portal specifically created for registration purpose. The same can be accessed on CGDA's website through the link https://register.cbtexams.in/CGDA/Registration/. Instructions to Candidates at **Annexure I** contain all general instructions related to conduct of examination and also the procedure to be followed for filling online applications. Candidates are advised to go through the same carefully and ensure that the same are followed scrupulously. A run manual for registration process to be followed for sensitization of the candidates is also enclosed as **Annexure IA**.

3.   The timeline for Registration by the candidates, approval by PCsDA/CsDA and withdrawal by candidates is given below:
   (1)   Registration of Candidates: 18.04.2023 to 27.04.2023
   (2)   Approval by PCsDA/CsDA : 18.04.2023 to 03.05.2023
   (3)   Withdrawal by Candidates : 04.05.2023 to 05.05.2023
   (4)   Forwarding of application of withdrawal by PCDA/CDA : 06.05.2023 to 07.05.2023

4.   Necessary instructions regarding restructuring of SAS Examination (Computer Based Test) specifying eligibility criteria, syllabus, pattern of Exam etc. has already been circulated vide this office Most Important Circular No. **AN/SAS/16200/Restructuring/2019 dated 22.03.2019 & 14.08.2019** and amendment issued from time to time. Further attention is also invited to the HQrs Office Circular No. **AN/SAS/16200/Orders/2022/Vol XII Dated 13.02.2023, 31.03.2023 & 03.04.2023** regarding updation of syllabus of SAS Examination.

5.	The list of centres where the examination will be conducted is enclosed as **Annexure II**. However, the Examination shall be conducted at such places as may be decided by the Controller General of Defence Accounts (CGDA) as per administrative feasibility. The candidates shall be allowed to give three preferences for exam centre. If the candidate's place of posting is at one of the cities where CBT is being held, then it is mandatory for the candidate to choose this centre as first option and the nearest two Centres proximal to the office where the candidate is serving as the remaining preferences. If there is no exam centre available at the place of posting of the candidate, he/she shall choose the nearest available Centres. **However, the decision of O/o Controller General of Defence Accounts (CGDA) regarding allotment of centres shall be final.** Candidates stationed at places other than the centre of examination shall be entitled to Travelling Allowance as per rules. **Under no circumstances the request for change of centres will be allowed**.

6.	Further this is the first time; the Computer Based Test is being conducted. Keeping in view, the time schedule, the candidates' online registration application will directly be submitted to the Principal Controllers/Controllers & Proforma Controllers concerned (in case of candidates serving on deputation or IFAs etc.). However after online registration the candidates will be required to download the final application and submit a hard copy to his/her Officer I/c. The Officer I/c will subsequently forward the same to the PCsDA/CsDA concerned. The PCsDA/CsDA on the basis of online registration by the candidates without waiting for the hard copy will scrutinize the relevant records and submit (recommend/provisionally recommend/rejected) the application through registration portal to the SAS Section of HQrs Office for allotment of Roll Numbers. Simultaneously, the Hard copy of B.O.O etc. may also be forwarded to HQrs. Office by PCsDA/CsDA on priority basis. The link to be used by the PCsDA/CsDA is https://register.cbtexams.in/CGDA/Approval/Account/Login#. As the window for approval of candidature by PCsDA/CsDA will be closed after 03.05.2023, it is enjoined upon all the PCsDA /CsDA that approval of the candidatures of the candidate may also be immediately be initiated on case-to-case basis to adhere to the time schedule.

7.	As there is a provision of withdrawal of candidature in SAS Rules a candidate who has applied to appear in the Examination shall be allowed to withdraw from the examination. The option for withdrawal from SAS PART I Examination on CBT 2023 shall be available on the Registration portal from- 04.05.2023 to 05.05.2023 only. Withdrawal from the Exam within the prescribed timeline will not be counted as a chance availed. No request for withdrawal after date specified will be allowed.

8.	**Eligibility criteria:**

Each case of the intending candidates (including those who are on deputation) will be carefully examined by a Board of Officers comprising JCDA/Additional CDA/CDA/PCDA, another IDAS Officer and one AO/SAO. The candidature shall be recommended as per the criteria enumerated in Rule-3 and Rule-4 of SAS Rules 2019 and clarification issued vides HQrs. Office circular No. AN/SAS/16200/Restructuring/2019 dated 14.08.2019 which are reiterated below:

(1) Admission to SAS Examinations will be open to Senior Auditors/Auditors/Clerks/Typist/DEOs/Stenographers/Hindi Translators and librarians. To be eligible for appearing in the SAS Part I Examination an individual must have put in 2 year's service (including continuous temporary service) in the department provided that the candidate must have cleared the probation period. **The cutoff date for determining the eligibility criteria is 01.05.2023.**

(2) It is further clarified that "a candidate (departmental candidates or those who joined the Department through SSC or Inter-departmental transfer basis) must have put in two years' service in the grade(s) specified in the SAS Rule 3 and cleared the probation period as on cutoff date of the examination.

(3) Further the Competent Authority has approved to grant one additional chance to those SAS Apprentice who could not pass the SAS Part I Examination in the pre revised syllabus to appear in SAS Part I & II Examinations to be held in 2023 as per new syllabus. As such the SAS Apprentice who could not pass SAS Part I Examination (Pre revised syllabus) are also eligible to appear in the SAS Part I Examination (CBT).

Note: As per approval accorded by the Competent Authority one more special SAS Part II Examination in pre-revised syllabus is to be conducted shortly for leftover candidates who have passed SAS Part I Examination (Pre-revised Syllabus) and failed in SAS Part II Examination(Pre-Revised Syllabus). In case they are unable to pass the Special SAS Part II Examination(pre-revised syllabus) they will not be required to appear in SAS Part I Examination (CBT) and may directly appear in SAS Part II Examination(CBT) as and when it is held.

9. Accordingly, all Principal Controllers/Controllers may scrutinize the eligibility conditions with reference to the provisions enumerated above and after scrutiny of Board of Officers approve the application/candidature of candidate for SAS Examination Part-I (CBT) latest by 03.05.2023(23:59 hours) in the registration portal. The process for scrutiny and approval of applications by all Principal Controllers/Controllers and USER ID & Password is being forwarded to the NIC E-mail of the concerned PCsDA/CsDA.

10. As per amended Rule 6 of SAS Rules 2019 circulated vide Most Important Circular No. AN/SAS/16200/ORDERs/2022 Vol XII Dated 10.02.2023 *"Candidates appearing for the SAS Part-I Examination are eligible to sit for the examination upto a maximum to four occasions. Similarly, candidates appearing for the SAS Part-II examination are eligible to sit for the examination upto a maximum of four occasions. Additional chances may, however, be permitted by the CGDA as per merit of each case"*. The candidates would therefore be required to pass all 5 Papers in not more than four exams conducted as per SAS Rules 2019 under Computer Based Test, commencing from his/her first appearance in the CBT. Each permission to appear in the SAS Part I Exam (CBT) will count one chance against the Part I Exam, whether he/she actually sits for the examination or not unless he/she is specifically allowed to withdraw his/her name. Thus any absence (except withdrawal approved by the Competent Authority) from an examination will count a chance towards the four successive exams.

10.1 **Further reference is invited to Rule 15 of SAS Rules 2019 regarding exemptions in paper(s) which provide that** *"the validity of the exemption mark(s) secured in earlier examinations will be valid for a period of three consecutive examinations only irrespective of the fact whether he/she appears in the examination held or has been granted withdrawal. After that he/she will have to re-appear in that paper(s)"*. **Accordingly, it is brought to the notice of all candidates that in case he/she does not pass all 5 Papers in three successive exams including absences/withdrawals after first appearance, then he/she shall forfeit the exemptions in any paper(s) already secured and he/she shall have to reappear in all the 5 Papers.**

11.   In pursuance of the guidelines notified vide Ministry of Social Justice and Empowerment, Deptt. of Empowerment of Persons with Disabilities (Divyangjan), New Delhi F No. 34-02/2015-DD.III dated 29.08.2018 for conducting written examination for persons with Benchmark Disabilities Circulated vide HQrs Office letter No. AN/VIII/8200/2/PH/Annual dated 19.03.2019 the persons with benchmark disability may intimate the detail of physical disability. Further, reference is also invited to Ministry of Social Justice and Empowerment, Deptt. Of Disability Affairs, New Delhi F. No. 29-6/2019-DD.III dated 10.08.2022 for conducting written examination for persons with Benchmark Disabilities Circulated vide HQrs Office letter No. AN/VIII/8200/2/PH/Annual dated 25.11.2022. In case a person with benchmark disability or specified disabilities covered under the definition of Section 2(s) of the RPwD Act, 2016 but not covered under the definition of 2(r) of the said Act. i.e. person having less than 40% disability having difficulty in writing and is desirous of facility of scribe/compensation time etc., the same may be mentioned in the registration application at prescribed column and requisite medical certificate uploaded for consideration of request by the Competent Authority.

12.   The Questions and Answer options shall be bilingual i.e. in Hindi & in English. However, the Multiple Choice question answer of Section "A" of Paper – III (Language Skills and Office Communications) will be different in Hindi and English. The candidates shall have an option to answer the questions in all the papers in Hindi or English. The option is for the complete paper and not part thereof. There shall be negative marking of ¼ marks for each wrong answers in Multiple Choice Question Answer of each Paper.

13.   As the SAS Examination will be conducted on CBT, the portal for registration of the candidates for the Computer Based Test will be done online only for which registration window will be live/open for a specific period. After closing of registration window no registration of candidates will be possible and not acceptable under any circumstances. All PCsDA/CsDA are accordingly instructed to give wide publicity of the circular to all candidates including those who are on Temporary Duty/Leave/deputation etc. to strictly adhere to the time schedule of registration in the registration portal. No offline/manual registration of candidates after closing of registration portal will be accepted.

14.   It is further stressed upon all the Principal Controllers/ Controllers that in case as per eligibility criteria of the examination the candidate is fulfilling the requirement and minor omissions etc. are observed in the candidate application his/her candidature may be considered/recommended

provisionally and should not be rejected. The details of rectification may be intimated while forwarding the B.O.O proceedings to HQrs Office.

15. The final list of candidates showing the Roll Number, Name and Centre of Examination etc. will be uploaded on CGDA website. The candidates shall download their Admit cards after the same is announced by HQrs Office. For practice of the candidates the link for mock test of each paper and type of font to be used for Hindi Typing of the Descriptive portion (**Section B- Noting and Drafting**) of **Paper III – "Language Skills and Office Communications"** and modalities of attempting practical portion of **Paper IV -"Information Technology-Theory and Practical"** will be circulated shortly.

16. **No separate hard copy of the circular is being dispatched. The circular may be downloaded and necessary action taken immediately for adherence to the time frame of examination.**

Encls: As Above

(S.K.Khantwal)
ACGDA (AN-SAS)

Copy to:-

(i)	MoD(Fin) DAD Coord, South Block, New Delhi	For information
(ii)	AN-IV/AN VIII Section (Local)	For information & necessary action
(iii)	IT &S Section (Local)	For uploading on WAN/Website

(S.K.Khantwal)
ACGDA (AN-SAS)

INSTRUCTIONS FOR CANDIDATES OF SAS PART-I EXAMINATION ON COMPUTER BASED TEST (CBT)

1. General Instructions

1. Candidates are advised to go through the Revised Syllabus, Regulations and Notification carefully.

2. Reporting time and Examination time for the candidates at the examination centre on the day of examination shall be mentioned in the Admit Card. The candidates are required to reach the examination centres as per the time specified to avoid any inconvenience. No candidate shall be allowed to enter the examination centre after the specific time of gate closure mentioned in the admit card. **No candidate shall be allowed to enter the examination centre thereafter. Further the candidates will not be allowed to leave before the end of the examination.**

3. Candidates can download the admit card from the Registration portal and bring photo identity card (as mentioned in registration form) in original for the examination.

4. No candidate shall be allowed to enter the Examination Centre without Admit Card and Identity proof (in original).

5. Candidates are instructed not to carry pen/pencil/pencil box etc. to the Examination Centre. Pen shall be provided at the Examination centre.

6. The Questions and Answer options shall be bilingual i.e. in Hindi & in English. However, the Multiple Choice question answer of Section "A" of Paper –III (Language Skills and Office Communications) will be different in Hindi and English.

7. There shall be negative marking of ¼ marks for each wrong answers in Multiple Choice Question Answer of each Paper.

8. Guidelines for persons with disabilities shall be followed as per the instructions issued by the Govt. of India from time to time.

10. As per Rule 13 of SAS Rules 2019 governing the SAS Examination on Computer based Test any candidates who is found indulged in any malpractice such as copying, in possession of unauthorized books/notes or attempting to influence an examiner in regard to evaluation of his answer papers, discloser of identity in any form etc. may not only be disqualified from the examination but may also be debarred from appearing in future SAS Examination and in addition proceeded against under the CCS (CCA) Rules 1965 for non-maintenance of absolute integrity. The word 'Malpractice' shall be interpreted broadly as referred in SAS Rules as an act of commission or omission which affects the fair conduct of Examination and / or results in undue benefit to anyone. Canvassing in any manner will also be viewed as misconduct.

Prohibited Items for SAS Part-I Examination Computer Based Test.

11. The candidates are not allowed to carry the following items inside the examination centre:

    a)   Any stationery item like textual material(printed or written) bits of papers, geometry/pencil Box, calculator, writing pad, pen drives, erasers, electronic pen /scanners etc.

    b)   Any communication device like Mobile Phone, Bluetooth, Earphones, Microphone, Pager, Health Band etc.

    c)   Any Watch/Wrist Watch, Bracelet, Camera etc.

    d)   Any metallic items and other items like Goggles, Hand bags, Cap etc.

    e)   An eatable item opened or packed, water bottle etc. (If any candidate has to take medicine he /she has to take permission of the centre supervisor for taking the medicine inside).

    f)   Any other item which could be used for unfair means, like for hiding communication devices etc.

13. None of the prohibited items should be brought to the Exam Centre and authorities shall not be responsible for safe keeping of the same. In case any candidate is found in possession of any of the aforesaid prohibited items inside the Centre, it shall be considered as use of unfair means and action shall be taken against the candidate in accordance with the relevant provisions of the Regulations 2023.

Candidates are directed to follow the latest SOPs issued by MoHFW on preventive measures while appearing in examination to contain spread of COVID 19.

2. Procedure for filling Online Application:

1. Pre-requisites:

The following may be kept ready before proceeding to fill application:

    a) Mobile phone with the number to be verified through OTP.
    b) Email ID.
    c) Scanned color passport size recent photograph (jpg/png, Max 1MB, Dimension: Min 100px ; Max :150px)
    d) Scanned signature (only jpg/png, Max 1 MB, Dimension: Min 50 px ; Max :150px)

    e) In order to meet the specified image file size for photo and signature, candidate can get them resized by using any online file converter website.
    f) Candidate can also refer to the reference guide on the upload page for resizing the image of both photo and signature.

Note: - The candidates are advised to give their own active Mobile Number and e-mail address in the online application, as correspondence may be made by O/o CGDA through e-mail. Further, e-mail address and Mobile Number shall also be used for retrieval of password/Reference number, if required.

2. Important Instructions:

a) Applications must be submitted in online mode only at the Registration portal i.e. https://register.cbtexams.in/CGDA/Registration/

b) Candidates are advised to read the Syllabus, Regulations, Notification and Instructions carefully before filling up the application form.

c) Candidates are advised, in their own interest, to submit online applications well in time before the closing date in order to avoid the possibility of disconnection/inability of failure to login to the Online Registration Portal on account of heavy load on the portal during the closing days.

d) Candidates should ensure that all the entries/statements made in the application form are true, correct and compete in all form, and furnish declaration to this effect at the end of the application.

e) **Candidates should maintain confidentiality of their log-in credentials to avoid possible misuse.**

3. Process of filling online application:
The candidates should read the Regulation, Notification and Instructions carefully before filling up the application form.

The process of filling online application for the examination consists of two parts:

1. **Basic Registration:** This is for generating the Reference number and Password.

   a) To register First time, click on "New Registration" on the registration portal.

   b) Fill up the details in the "Basic Registration" form. Due care should be taken while filling details for Basic Registration as these details shall be auto fetched in Detailed Registration details.

   Applicant Full Name (First Name, Middle Name, Last Name) as given in Service Book.
   Confirm Email ID
   Mobile Number
   Click on 'Mobile OTP'. An OTP shall be sent to your Mobile Number & email.
   Enter the OTP.
   Click 'Submit'.

   Your data shall be saved and a Reference number shall be displayed on the screen. The Reference number and Password for first time login shall be sent to your mobile number and Email ID.

2.   Detailed Registration:
   a) Login by using the Reference number and Password received on your mobile number and email after Basic Registration. Change the password on first login.
   b) Home page, along with the instruction, shall be opened. After reading the instructions continue to open the 'Personal Details'.
   Personal Details page shall open. Furnish the details as follows:
   1.   Personal Details
   2.   Detailed Registration.
   3.   Photo Upload
   4.   Signature Upload

3. Preview of Application

At this stage, the candidates can preview the application to check the contents. Candidates can also take the print out of the Preview page by using browser print option (Ctrl + P) and check the correctness of the application. The Preview page printed shall not be considered as having submitted the application form. In case any correction is required, the candidate can do the same on respective pages of application. Once the Candidate has thoroughly verified all the contents of online application, the candidate shall proceed to furnish the declarations. Thereafter, the candidate shall submit the application by clicking the "Submit Application Form" button. **No changes in application are permissible after this.**

Application Print/Status Update

a) After successful submission, the candidate may download and take print out of the application, for their own reference, from the Dashboard tab at the top right corner of the web page.

b) The candidate, by using the user ID and password, may find out the status of his/her application and download Admit Card for the examination by accessing the link on issue of notification by HQrs Office later on.

Note: Candidates should possess a valid E-mail address and Mobile number which should remain active till publication of the final result pursuant to the Notification. O/o CGDA shall not be responsible for any loss/non receipt of message/information sent on the wrong/invalid e-mail address and mobile number provided by the candidate in the online registration form or for delay/non-receipt of information if a candidate fails to success his /her E-mail or Mobile phone in time. Candidates shall be allowed in the examination only if they possess a valid Admit Card issued by the CGDA and a valid Photo Identity Proof.

LIST OF EXAMINATION CENTRES FOR SAS PART-I EXAMINATION ON COMPUTER BASED TEST (CBT)

SL. NO.	CENTRE
1.	NEW DELHI
2.	LUCKNOW
3.	KANPUR
4.	PRAYAGRAJ
5.	PATNA
6.	KOLKATA
7.	GUWAHATI
8.	CHANDIGARH
9.	JAMMU
10.	JAIPUR
11.	PUNE
12.	SECENDURABAD
13.	HYDERABAD
14.	BENGALURU
15.	CHENNAI
16.	JABALPUR
17.	KOCHI
18.	DEHRADUN
19.	MEERUT
20.	PUNE

SAS Part-1 Exam 2023

On Computer Based Test (CBT)
Controller General of Defence Accounts(CGDA)

Registration Process GO THROUGH

Home : Step 1 Signup

SAS Part-1 Exam 2023 On Computer Based Test (CBT)
Controller General of Defence Accounts(CGDA)

The following steps are required to fill up the On-line application form:

1 SignUp **2 Fill Registration Form and upload Documents** **3 Preview & Submit**

- Please use this step to give general information about yourself to register the profile
- For Profile registeration you need to have mobile no & valid email address
- Candidates can edit details any time before submitting, except Basic Details(First Page)
- After entering the required information in On-line form, submit the form by clicking on SUBMIT button
- A SMS containing application number and login ID information is forwarded at your registered Mobile No./Email Address

Note: Please note down the application number carefully as you need to essentially mention it in all your future correspondence/queries related to your application form.

For any services related issue you can contact Principal controller / Controllers Office.

For any query mail us **sascgda.dad@hub.nic.in** or you can us Call on 011/25683843

Move to Next Step

On left hand Menu On "**Home**" read important information for "**Signup**" and then press "**Move to Next Step**"

बाईं ओर मेनू " **Home** " पर "**Signup**" के लिए महत्वपूर्ण जानकारी पढ़ें और फिर " **Move to Next Step** " दबाएं

Home : Step 2 Fill Registration Form and upload Documents

SAS Part-1 Exam 2023 On Computer Based Test (CBT)

Controller General of Defence Accounts(CGDA)

The following steps are required to fill up the On-line application form.

1 SignUp

2 Fill Registration Form and upload Documents

3 Preview & Submit

- ▸ Fill all the required fields in the registration form
- ▸ Upload Passport size Photograph:- (jpg or png. Maximum 1 MB).
- ▸ Upload Signature :- (jpg or png. Maximum 1 MB).
- ▸ After you click on preview & Submit button then you will be redirected to Preview Application page.
- ▸ After Preview your application form you can submit your application successfully

For any services related issue you can contact Principal controller / Controllers Office.

For any query mail us sascgda.dad@hub.nic.in or you can us Call on 011/25683843

Move to Next Step

On left hand Menu On "**Home**" read important information for "Fill Registration Form and upload Documents" and then press "**Move to Next Step**"

बाईं ओर मेनू " **Home** " पर " Fill Registration Form and upload Documents " के लिए महत्वपूर्ण जानकारी पढ़ें और फिर " **Move to Next Step** " दबाएं।

Home : Step3 Preview & Submit

On left hand Menu On "**Home**" on "**Preview & Submit**" tab press "**Register Now**"

बाईं ओर मेन्यू " **Home** " पर " **Preview & Submit** " टैब पर " **Register Now** " दबाएं

Registration Information : Step 4

On left hand Menu On "**New Registration** " Select "**Grade/Designation : ग्रेड/पदनाम** " as per your eligibility & share "**Personal Details** "& "**PWD** " .If applicable.

बाई ओर मेनू " **New Registration** " पर अपनी योग्यता के अनुसार "**Grade/Designation : ग्रेड/पदनाम** " चुनें और फ़ील्ड के अनुसार आवश्यक जानकारी साझा करें

Registration Information : Step5

Login →

Home

Important Dates

New Registration

Login

≡ Persons with Benchmark Disabilities PWBD Details

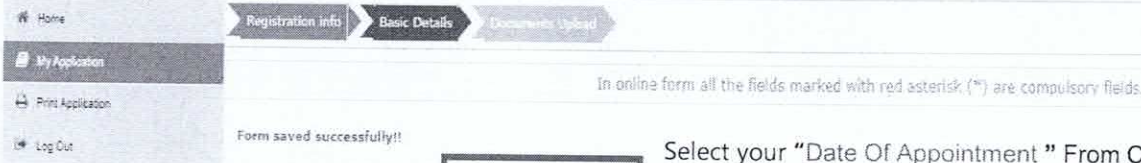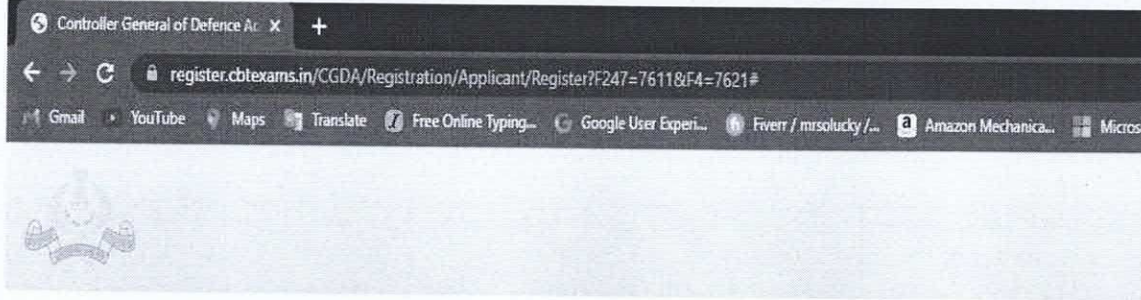|	
Are you a Person With Benchmark Disabilities (Divyang) / क्या आप बेंचमार्क विकलांग (दिव्यांग) व्यक्ति हैं *	○ Yes ○ No
Aadhar Number of Candidate / प्रार्थी का आधार नंबर *	AADHAR NUMBER OF CANDII
Date of Birth / जन्म तिथि *	
Candidate's Age as on 15/02/2023 *	CANDIDATE'S AGE AS ON 30t
Valid E-mail ID of the Candidate *	VALID E-MAIL ID OF THE CAN [Enter Your E-mail Address which is current and active] [Please Note that All the communication from CGDA will be made on this e-mail address only.]
Account No. / लेखा संख्या *	ACCOUNT NUMBER
Mobile No. Registered with Aadhar No/ मोबाइल नंबर आधार संख्या के साथ पंजीकृत *	MOBILE NO. REGISTERED W [Enter Your Mobile Number without 91 or +91 As: 9999988888]

On left hand Menu On **"New Registration** " Share your "Aadhar Number, Date of Birth, Official NIC e-mail ID, Account No., Mobile No. Registered with Aadhar No & Alternate Mobile Number"

बाईं ओर मेनू **"नया पंजीकरण"** पर अपना **"आधार नंबर, जन्म तिथि, आधिकारिक एनआईसी ई-मेल आईडी, खाता संख्या, मोबाइल नंबर, आधार संख्या और वैकल्पिक मोबाइल नंबर के साथ पंजीकृत"** साझा करें

Registration Information : Step 6 (Category)

On left hand Menu On "**New Registration** " Share your "Category-General/OBC/SC/ST"

बाईं ओर मेनू "**नया पंजीकरण**" पर अपना "**श्रेणी-सामान्य / ओबीसी / एससी / एसटी**" साझा करें

Registration Information : Step 7 (PWD)

On left hand Menu On "**New Registration** " If You Are Physically disabled Select "**Yes**" & if not then select "**No**".

बाईं ओर मेनू "नया पंजीकरण" पर यदि आप शारीरिक रूप से अक्षम हैं तो "**हां**" चुनें या यदि नहीं तो "**नहीं**" चुनें।

Registration Information : Step 8 (PWD Type)

Select your "**Type Of Disability** " From dropdown Menu

ड्रॉपडाउन मेनू से अपनी "**विकलांगता का प्रकार**" चुनें

Registration Information : Step 9 (PWD Assistance)

Select your **"Whether any facility/assistance is required"** as **"Yes"** if required & **"No"** if not required

अपनी **"क्या किसी सुविधा/सहायता की आवश्यकता है"** का चयन करें, यदि आवश्यक हो तो **"हां"** और यदि आवश्यक नहीं है तो **"नहीं"**

Registration Information : Step 10 (Personal Details)

Controller General of Defence Ac ✕ +

← → C 🔒 register.cbtexams.in/CGDA/Registration/Applicant/Register

M Gmail ▶ YouTube ⊙ Maps 🔹 Translate 🕹 Free Online Typing... G Google User Experi... 🔹 Fiverr / mrsolucky /... 🅰 Amazon Mechanica... ⊞ Microsoft account

🏠 Home

📅 Important Dates

💬 New Registration

🔑 Login

Whether any facility/assistance is required due to disability as per Ministry of Social Justice and Empowerment, Deptt. of Disability Affairs guidelines. / क्या सामाजिक न्याय और अधिकारिता मंत्रालय, विकलांगता मामलों के विभाग के दिशानिर्देशों के अनुसार विकलांगता के कारण किसी सुविधा/सहायता की आवश्यकता है   ◉ Yes ○ No

Type of Facility / सुविधा का प्रकार   TYPE OF FACILITY

Aadhar Number of Candidate / प्रार्थी का आधार नंबर *   AADHAR NUMBER OF CANDI

Date of Birth / जन्म तिथि *

Candidate's Age as on 15/02/2023 *   CANDIDATE'S AGE AS ON 30/

Valid E-mail ID of the Candidate *   VALID E-MAIL ID OF THE CAN   [Enter Your E-mail Address which is current and active] [Please Note that All the communication from CGDA will be made on this e-mail address only.]

Account No. / लेखा संख्या *   ACCOUNT NUMBER

Mobile No. Registered with Aadhar No/ मोबाइल नंबर आधार संख्या के साथ पंजीकृत *   MOBILE NO. REGISTERED VI   [Enter Your Mobile Number without 91 or +91 As 9999988888]

Alternate Mobile Number / वैकल्पिक मोबाइल नंबर   ALTERNATE MOBILE NUMBEI

✔ Continue

On left hand Menu On "**New Registration** " Share your "Aadhar Number, Date of Birth, Official NIC e-mail ID, Account No., Mobile No. Registered with Aadhar No & Alternate Mobile Number"

बाईं ओर मेन्यू "**नया पंजीकरण**" पर अपना "**आधार नंबर, जन्म तिथि, आधिकारिक एनआईसी ई-मेल आईडी, खाता संख्या, मोबाइल नंबर, आधार संख्या और वैकल्पिक मोबाइल नंबर के साथ पंजीकृत**" साझा करें

Registration Information : Step 11 Date Of Birth

Select your **"Date Of Birth"** From Calendar

कैलेंडर से अपनी **"जन्म तिथि"** चुनें

Registration Information : Step 12

After Sharing Personal / PWD & other field Information click **"Continue"**

व्यक्तिगत / पीडब्ल्यूडी और अन्य क्षेत्र की जानकारी साझा करने के बाद " **Continue** " पर क्लिक करें

Basic Details : Step 13

Controller General of Defence Ac × +

register.cbtexams.in/CGDA/Registration/Applicant/Register?F247=7611&F4=7621#

Gmail   YouTube   Maps   Translate   Free Online Typing...   Google User Experi...   Fiverr / mrsolucky /...   Amazon Mechanica...   Microso

Home

My Application

Print Application

Log Out

Registration info › Basic Details › Documents Upload

In online form all the fields marked with red asterisk (*) are compulsory fields.

Form saved successfully!!

Date of Appointment / अपॉइंटमेंट की तिथि *

Select your "Date Of Appointment " From Calendar / कैलेंडर से अपनी "अपॉइंटमेंट की तिथि" चुनें

Departmental Identity Card Number of the Candidate / उम्मीदवार का विभागीय पहचान पत्र संख्या *   DEPARTMENTAL IDENTITY CA

Mention your "ID Card Number" / अपने "आईडी कार्ड नंबर" का उल्लेख करें

Visible Identification Mark of the Candidate / उम्मीदवार की दृश्य पहचान चिह्न *   VISIBLE IDENTIFICATION MA

Mention your "Identification Mark " / अपने "पहचान चिह्न" का उल्लेख करें

Select your "Date Of Promotion " From Calendar / कैलेंडर से अपनी " पदोन्नति की तिथि" चुनें

Language Option (Hindi/English) of Paper-1 /प्रत्येक पेपर -1 भाषा विकल्प का (हिंदी / अंग्रेजी) *   ○ Hindi ○ English

Paper-2 /पेपर-2 *   ○ Hindi ○ English

Paper-3/पेपर-3 *   ○ Hindi ○ English

Select your Language Option For All 4 Exam / सभी 4 परीक्षाओं के लिए अपना भाषा विकल्प चुनें

Paper-4/पेपर-4 *   ○ Hindi ○ English

Paper-5/पेपर-5 *   ○ Hindi ○ English

Basic Details : Step 14

Select your 3 choice of exam center / परीक्षा केंद्र की अपनी 3 पसंद का चयन करें

Mention Your Office where serving / अपने कार्यालय का उल्लेख करें जहां सेवा कर रहे हैं

Mention Name of concerned PCDA/CDA/Proforma Controllers office from dropdown /

ड्रॉपडाउन से संबंधित पीसीडीए/सीडीए/प्रोफार्मा नियंत्रक कार्यालय के नाम का उल्लेख करें

Click on "Save and Continue" / "Save and Continue" पर क्लिक करें

Upload Documents : Step 15

If photo is not In 1MB Dimension 100px x 150px then resize photo from the application on link

यदि फोटो 1MB डायमेंशन 100px x 150px में नहीं है तो लिंक पर एप्लिकेशन से फोटो का आकार बदलें

& Upload Your Passport In given size /

र आकार में अपना पासपोर्ट चुनें और अपलोड करें

Preview & Submit : Step 16

Click on "Preview & submit " /"Preview & submit " पर क्लिक करें

Complete & Download Registration Form : Step 17

Browser window showing the CGDA registration application preview page.

URL: register.cbtexams.in/CGDA/Registration/Applicant/Print?p=preview

NIKUNJ

- Home
- My Application
- Print Application
- Log Out

Application Preview

Applicant Id : 1374335
Applicant Name : NIKUNJ
Account Number : 5463789
Application Status : Incomplete/Not Submitted

Personal Details

Grade/Designation	Clerk / क्लर्क	Valid E-mail ID of the Candidate	NIKUNJSHARMA@GMAIL.COM
Gender	Male	Category	Scheduled Tribes (ST)
Nationality	INDIAN	Mobile No. Registered with Aadhar No.	3753552886
Are you a Person With Benchmark Disabilities (Divyang) ?	No	Type of Benchmark Disability	
Whether any facility/assistance is required due to disability as per Ministry of Social Justice and Empowerment, Deptt of Disability Affairs guidelines		Type of Facility	
Aadhar Number of Candidate	567891234501	Date of Birth	03/02/1987 36 YEAR(S) 0 MONTH(S) 12 DAY(S)
Alternate Mobile No			

Basic Details

Application Withdrawal Procedure

On left hand Menu On "**Withdraw Application**" & login to the portal with candidate UID & Password and click on "**Validate**".

बाईं ओर मेनू " **Withdraw Application** " पर और उम्मीदवार यूआईडी और पासवर्ड के साथ पोर्टल पर लॉगिन करें और "**Validate**" पर क्लिक करें।

Application Withdrawal Procedure

Check on " **I want to withdrawal my Application**" give a valid reason for withdrawal & click on "**Submit**"

" **I want to withdrawal my Application** " पर चेक करें, निकासी का एक वैध कारण दें और " **Submit** " पर क्लिक करें

More Questions About Registration

Visit the Registration Portal →

Visit CGDA Official Website →